



# Reinvention: The Other Side of Uncertainty

## Module 4. Reinvention in Action: Curiosity, Excitement and Exploration

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### Reinvention: The Other Side of Uncertainty

Perseverance and persistence.  
When you are dropped into an environment that challenges your stability and reality, there is no quitting. The only forces you can count on are your spirit, character and experience.  
That's the great lesson that earns your place in the world.

**Sebastian Copeland**  
*Author, Explorer, Photographer*



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### Professional Reinvention During Uncertainty

- Assess individual accomplishments, knowledge, skills, abilities, traits and values
- Engage in active career exploration
- Develop action plans



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Knowledge/Skills/Abilities/Traits/Values Analysis

- Knowledge
  - What you *know* how to do
- Skills
  - What you actually *do*
- Abilities
  - What you *can* do
- Traits
  - *How* you do it
- Values
  - *What* is important to you

Here is where you can find KSA's for your specific classification:  
[http://www.cdcr.ca.gov/Career\\_Opportunities/HR/OPS/Exams/Analysis/index.html](http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Analysis/index.html)

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Identifying Your Knowledge Bases

- What do you *know* that can be of use to another job or position?
- Information obtained from:
  - Education
  - Technical training
  - On-the-job training
  - Certification courses
  - Hobbies or activities outside of work
  - *What else?*

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Identifying Your Skills

- What are your job-specific skills?
  - A job-specific skill is something you know how to do and is useful only in your job
- What are your transferable skills?
  - Transferable skills are the skills you have acquired during any activity in your life that are "transferable" and applicable to what you want to do in your next job.

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Identifying Your Transferable Skills

- Where do you get these “transferable skills”?
- You can get these skills from any activity in your life:
  - Jobs
  - Classes
  - Clubs & organizations
  - Serving on boards
  - Volunteer work
  - Projects
  - Parenting
  - Hobbies or sports
  - What Else?



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Activity: Your Skills Assessment

- Job Skills Assessment Activity
  - Use the form to identify tasks you are performing in your current position.
  - Identify skills that fostered success in your current role.
  - Explore the skills. Where else might these skills be needed?
- Transferable Skills Activity
  - Identify those roles and tasks or projects you have participated in or facilitated within CDCR, a volunteer organization, mentoring program etc.
  - Describe or define the achievement- why was it successful, was the result,
  - What was the skill that made it successful?
  - Identify where else this skill will be appreciated.



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Identifying Your Abilities

- Ability refers to the capacity to perform an activity. An ability allows you to apply your knowledge and skills to do some part of a job.
- Abilities can be inferred from activities or behaviors that you have shown that you can do on the job.
- How are skills different from abilities?
- Some examples include:
  - Ability to plan and organize work
  - Oral comprehension
  - Perceptual speed
  - Determine two-dimensional and three-dimensional spatial relationships



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Your Accomplishments & Achievements

- Accomplishments and achievements can assist in identifying job-specific and transferable skills
- Accomplishments are *results* that:
  - You felt were important
  - You are proud of
  - Produced benefits or outcomes
  - You made happen



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Activity: Identifying Your Skills & Abilities

The Refrigerator Exercise

- Put a blank piece of paper on your refrigerator
- Each time you pass by the refrigerator, write something on it that you can do well or something important about yourself
- Do this for a week
- Have family members add their ideas, too
- By the end of the week, you should have a good list of your skills and abilities



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Looking Ahead to Module 5

***Networking: Effective Collaboration and Self-Marketing***

- Career Exploration
- Job Search Strategies: What is an Effective Approach?
- Building Your Job Search Network



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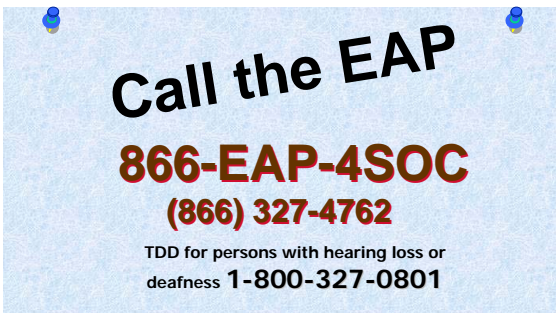
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Remember Your EAP



**Call the EAP**  
**866-EAP-4SOC**  
**(866) 327-4762**  
TDD for persons with hearing loss or  
deafness **1-800-327-0801**

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Translation service in 140 languages

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Resources

- CDCR Office of Employee Wellness  
855-897-9822
- Your local Peer Support Team
- CDCR Layoff Resources website:  
<http://www.cdcr.ca.gov/layoffresources/Index.html>
- EAP
- Other

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